



**Functional Series [400](#)
Personnel**

INTERIM UPDATE 06-11

SUBJECT: ADS 401, USAID's Human Capital (HC) Accountability System

NEW MATERIAL: This Notice announces the issuance of ADS 401, USAID's Human Capital (HC) Accountability System. This new ADS chapter replaces in its entirety Handbook 24, Chapter 3, Personnel Management Evaluation. The effective date of this new chapter is September 1, 2006.

EFFECTIVE DATE: 09/01/2006

ATTACHMENT: [ADS 401](#)

Policy

USAID/General Notice
M/HR
10/03/2006

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The foundation of USAID and the key to the Agency's success rests with our workforce. The ability to accomplish our mission is dependent on a workforce that capitalizes on its strength; that aligns itself with the Agency's mission, strategic goals and objectives. The foundation for creating and sustaining such a workforce is Human Capital (HC) policies, programs, practices, and operations that produce mission-related results effectively and efficiently, in accordance with merit system principles and other laws and regulations.

USAID's Human Capital (HC) Accountability System ensures that:

- * HC policies, programs and practices support the Agency's mission accomplishment.
- * HC and Human Resources Management (HRM) programs and practices are efficient, effective and merit-based.

* HR authorities and flexibilities are used properly and effectively.

It also reinforces the fundamental management principle that accountability for HC/HR management extends beyond the Office of Human Resources (M/HR) to senior Agency leadership and to every manager, supervisor and HR practitioner.

USAID's HC Accountability System is linked directly to the Agency's mission via the HC Strategic Plan 2004-2008, which has the overarching goal of "getting the right people in the right place, doing the right work, at the right time (with the right knowledge, skills and experiences) to pursue the U.S. national interests abroad."

POINT OF CONTACT: Questions regarding this Notice may be directed to Maribeth Zankowski, M/HR/PPIM, (202) 712-1081.

Notice 1005

File Name	Notice Date	Effective Date	Editorial Revision Date	ADS CD No.	Remarks
IU4_0611_100406_nocd	10/03/2006	09/01/2006			This IU will be sunset once ADS CD 45 is released.

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